

ACADEMIC SENATE - AGENDA

Meeting -- May 8, 1973
Faculty/Staff Dining Room

I. Call to order in Faculty/Staff Dining Room at 3:15 p.m.

II. Minutes of Senate Meeting, April 10, 1973

SPECIAL BUSINESS ITEM: Election of Senate officers Murray Smith

III. Business Items

1. Curriculum Committee -- See Attachment 1 -- Weatherby.
2. Instructional T.V. -- See Attachment 2 -- Fierstine.
3. Policy Statement -- See Attachment 3 -- Fierstine.
4. Executive Order 158 -- See Attachment 4 -- Alberti

"The Academic Senate, California Polytechnic State University goes on record as being unequivocally opposed to the procedures set forth in Executive Order 158, and this body so notify the Statewide Academic Senate, the Chancellor and the Board of Trustees."

5. Advisory Committee for Liberal Studies Program -- See Attachment 5.

IV. Reports

1. Senate Direction Committee -- Alberti.
2. Senate -- Olsen.

V. Information Items

1. Jack Strauch has resigned from Curriculum Committee (ASI).
2. Election results -- See Attachment 6.
3. Paul Murphy to serve on Personnel Policy Committee for the month of May, (replacing Dan Stubbs) and Leon Maksoudian to represent the School of Science and Mathematics in Senate for May meeting.
4. Senate Action -- Responses from the President -- Olsen.
5. Action taken to secure secretarial help in Senate office.

Memorandum

To : Dr. Barton Olsen, Chairman
Academic Senate

Date : April 6, 1973

File No.:

Copies :

From : Joe Weatherby

Subject: ~~Sub~~-Academic Master Plan Update

On Wednesday, April 4, the Curriculum Committee of the Academic Senate met and agreed to recommend to the Senate that the following four new degree programs be included in the Master Plan:

1. B.S. in NURSING (1975-76)
2. B.S. in TECHNICAL BIOLOGY (1975-76)
*contingent upon consultation taking place between the departments of Biology, Electrical Engineering, and Electronic Engineering concerning the development of curriculum
3. B.S. in PEST MANAGEMENT (1977-78)
*contingent upon consultation taking place between the departments of Biology and the appropriate departments in Agriculture concerning the development of curriculum
4. B.A. in RECREATION ADMINISTRATION (1975-76)

Memorandum

To : H. Fierstine

Date : April 4, 1973

File No.:

Copies : J. Heinz

From : M. Gold

Subject: Statewide Academic Senate Policy on Faculty Rights...

1. The "meat" of this document lies in Section G (page 4) Faculty rights...
2. It is based on "a" professor appearing on TV and doing "a" course. It does not recognize the newer uses of media in which TV is but one part of a greater module, and the instructors rights are intermingled with those of many other persons.
3. As such it is based on old style TV that doesn't really apply to today's use of TV as an instructional medium. Today's version has the professor as a producer rather than a presenter. As a partial participant rather than the main object.
4. There are other restrictions on this as a document. One of these is the legal opinions currently held by the Chancellor's Office. Mr. Epstein is said to have stated that: "TV developments belong to the SYSTEM and not to the instructor. There will be NO dollar compensation for course preparation and presentation. ALL rights to this material belong to the system."

At a meeting of the AV Directors of the Calif. State University and Colleges the above opinion by Epstein was soundly decried by those present. They felt that the system did not have the rights to the material, and that there should be compensation. BUT they also pointed out that this opened up a whole new can of worms. Compensation for what? In what degree? To how many people? i.e. Did just the professor achieve rights? Or, do the various other persons involved also gain rights? i.e. The program designer, the director, editor, graphic artist, etc.

5. It was felt that in addition to the rights of the instructor there should also be rights for the institution producing the material. That some of the savings of time, personnel, etc. that would arise from use of a televised course should be returned to the institution for production of more televised courses, etc. That profit, in any form, should be shared to a degree so that new approaches could be tried out.
6. Some of the AV Directors felt that this document should concern itself

ONLY with what is going to happen on one campus. That if the TV course were going to be used on another campus, this should be a matter of negotiation by the instructor involved and the other institution.

7. The above items reflect generally the feeling of AV Directors at all state universities and colleges. The following points were felt to be the main objections to the document.
 - a. Television is now a part of a greater whole and NOT an individual item.
 - b. As presently stated the document reflects OLD STYLE television use, and does not really apply to current use.
 - c. It involves relations way BEYOND television (really all types of materials programs, etc. used in instruction).
 - d. The most important rights to protect presently are those on the individual campuses. Individual negotiations by the instructor for use beyond his own campus is the way to go.

ACADEMIC SENATE
of
THE CALIFORNIA STATE UNIVERSITY AND COLLEGES

AS-525-72/FA
December 14-15, 1972

POLICY ON FACULTY RIGHTS, RESPONSIBILITIES AND PROCEDURES
IN THE DEVELOPMENT AND USE OF INSTRUCTIONAL TELEVISION
IN THE CALIFORNIA STATE UNIVERSITY AND COLLEGES

A. SCOPE

As used herein the following policies and procedures apply to the video taping of all or a portion of the instructional time in a course, and where reuse is planned. It is assumed that one or more faculty members working in conjunction with media experts may be involved to varying degrees in the production of a course or a fraction thereof, and that whatever rights the faculty member or members are entitled to, shall be in direct relation to the degree of their involvement in the production.

As the need may develop, the principles stated herein may be extended and adapted to cover the use of other instructional media including: audio cassettes, audio film strips, audio slides, and computer-assisted television.

B. PURPOSE

To facilitate the use of instructional television in the teaching process, the following systemwide policies pertaining to faculty rights and responsibilities are established. Each campus with existing or planned instructional television programs shall develop specific procedures as are appropriate to campus needs and requirements, provided that such procedures shall be in accordance with the provisions of this document and other established policies of The California State University and Colleges.

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C. BASIC PHILOSOPHY

The Statement on Instructional Television by the American Association of University Professors (attached¹) is accepted in principle by The California State University and Colleges; however, nothing in that statement shall be construed as limiting or restricting policies and procedures herein.

D. FACULTY PARTICIPATION AND RESPONSIBILITY

The teaching faculty have the major responsibility for the formulation and development of policy recommendations relating to the planning and preparation of ITV courses and materials. This responsibility does not deny the vital role of media experts and should conform to the evolving pattern of television instruction that may range from the professor on-camera approach to the instructional documentary approach in which the professor may spend more time as a researcher and writer than appearing on camera.

Campuses utilizing instructional television shall assign specific responsibilities for recommendations on ITV policy matters to a faculty television committee, whose membership shall be determined by each campus. The membership should include faculty members knowledgeable and interested in the media. The responsibility of the committee shall include but not be limited to the following:

1. To recommend through appropriate channels policies and procedures for facilitating the development of courses or segments of courses to be offered via television. These policies and procedures governing ITV courses shall be governed by campus curricular and instructional administrative policies and procedures.

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2. To review proposed television courses and academic personnel for recommendations through appropriate channels. In addition to considerations of course feasibility, the committee shall consider the ability of proposed faculty participants to work effectively in a joint effort with production personnel.

3. To perform annual evaluations and appraisals of the effectiveness of televised instruction.

4. To review the use of ITV services, including matters concerning faculty rights and interests. It shall be a function of this committee to make certain that university (college) faculty rights are preserved. In particular, the committee shall review and participate in all television negotiations and contracts involving the faculty and shall utilize professional legal consultants when advisable.

E. CAMPUS ADMINISTRATIVE OFFICER FOR INSTRUCTIONAL TELEVISION

A campus coordinator shall be designated through appropriate faculty consultation. The coordinator shall serve as Executive Secretary to the ITV Committee and in general shall facilitate arrangements between faculty members and the institution regarding televised courses. Additional responsibilities shall be assigned by individual campuses.

F. INSTRUCTIONAL WORKLOAD FOR ITV--ASSIGNED TIME

The Faculty Television Committee shall recommend to the president or his designee policies regarding instructional workload units to be assigned faculty for the planning and presentation of televised courses.

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G. FACULTY RIGHTS PERTAINING TO DEVELOPMENT, OWNERSHIP, REUSE,
RETENTION AND DISTRIBUTION OF TELEVISION MATERIALS PRODUCED

1. Television instruction shall not be held to be a part of the normal duties of faculty members but rather as a special assignment for certain faculty members whose special competencies, teaching abilities, and interests indicate that they are especially well qualified to participate. Procedures for the selection of qualified faculty shall be established on each campus.
2. A faculty member who accepts an ITV assignment shall have the responsibility for full and final determination of the content and structure of the course offering or the segment involved. His rights with respect to content and structure do not extend into the areas of expertise and responsibilities of the producer-director in staging, initial editing, sound effects and the like. Final editing must be approved by the faculty member.
3. In those instances where a program is taped, a written contract shall be drawn in consultation with the Faculty Television Committee and the contract becomes binding after acceptance by the university and the faculty member/s. The contract shall specify clearly:
 - (a) compensation; (b) teaching load; (c) ownership of recorded and supplementary materials; (d) other reserved rights including revision, editing, and withdrawal of program materials, reuse of the materials within the institution or system; knowledge of and approval for circulation of the materials beyond the institution or the system; use of the material in form other than that for which it was originally intended; and, compensation for such additional use.

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4. In connection with Point 3 above, the faculty member/s shall have the following rights and responsibilities:

a. The faculty member/s shall have the right and, working in close association with media experts, the responsibility to revise and edit television materials annually, and, after some agreed-upon time lapse, the right to order that all tapes be erased when in his judgment the materials have become obsolete and/or further use may reflect adversely upon the professional stature of the faculty participants.

b. No presentation of recorded course sessions can be made beyond any regularly scheduled campus class offerings without the written permission of the faculty member/s involved. On the campus, unlimited use shall be allowed to any campus class requesting use of a tape.

c. The rights of students and other participants shall be recognized. Permission to televise shall be obtained where appropriate.

d. The faculty member/s shall retain proprietary rights and other rights, title and interest in and to the lecture materials including all syllabi, notes, scripts, published guides, and course content. Ownership and rights of use of tapes shall also be specified in the contract referred to in "3" above.

e. Any release of televised courses or segments thereof beyond the original intended purpose must be approved by the faculty member/s involved and provisions be made for distribution of any remunerations received. Except for brief experimental use, any release of television courses to other universities and colleges within the system or to other institutions outside the system

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may only be done on the basis of reimbursement to the originating institution in the form of faculty positions and/or monetary compensation.

f. Faculty members participating in multi-institution and consortium-based productions shall have the right to monetary and assigned time benefits equivalent to the benefits they would be entitled to if the production were undertaken by a single-university unit as in "e" above.

g. The faculty member/s will not receive monetary compensation for television productions shown on the originating campus, but shall function in a supervisory capacity as long as the production is in use and shall receive assigned time as partial compensation for the creative and/or supervisory contributions.

h. Whether or not assigned time has been provided the faculty member/s for the development of a course or a segment of a course, repeated use of the materials may generate substantial salary savings for the institution for the use of its resources and the costs of production including assigned time. The faculty member/s, therefore, have a right to a share of the savings generated within the university and to some of the proceeds of rentals to agencies outside the university, including rentals to other universities within The California State University and Colleges.

i. With the concurrence of the faculty member/s involved, tapes may be sold in which case the faculty member/s shall receive royalties.

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- j. Where extensive use is anticipated, tapes shall be copyrighted in the name of the originating institution and the faculty member/s involved.
- k. No faculty member/s may be required to contract away rights to withdraw part or all of the program materials or assign away rights in perpetuity.
- l. Copyrights for workbooks, guides, and other published materials used to support television programs must be in the name of the faculty member who then receives royalty fees for the sale of such materials.
- m. In the event that a faculty member/s who has developed televised materials leaves the employment of The California State University and Colleges for any reason, and with appropriate notice, the use by the campus of such materials will continue under the terms of the contract between the faculty member/s and the university or college except that the faculty member/s shall receive the monetary equivalent of any assigned time that might accrue under the terms of the contract plus the agreed-upon share of royalties and/or rental income.

ACTION ITEM

MAY 10-11, 1973

We, the Academic Senate of California Polytechnic State University, are concerned that the teaching effectiveness is minimized by an excessive workload for the faculty of the California State University and Colleges. The student credit hours taught by the average faculty member has increased from 259 during Fall 1970 to 276 during Fall 1971. Likewise the student-faculty ratio has increased from 17.3 during Fall 1970 to 18.4 during Fall 1971. The average weighted teaching unit per faculty member has increased from 12.4 in the Fall of 1970 to 12.8 in the Fall 1971. In addition, the current philosophy of consultation at all levels has greatly increased the amount of committee work per faculty member far in excess of that ever conceived by those who devised the faculty workload formula. The faculty needs more time to devote to:

Interaction with and attention to individual students.

Free exchange of ideas with students and other faculty members.

Preparation of current course material.

Innovation and improvement of teaching techniques.

Evaluation of student performance.

Professional development in order to remain current with rapidly advancing knowledge.

We recommend that the faculty and administrators of the California State University system work toward increasing teaching effectiveness by:

- (1) seeking ways to reduce the faculty-student ratio as well as the student credit hours taught per faculty member.
- (2) discouraging faculty from participating on more than one time-consuming committee or administrative assignment. These assignments should be distributed equitably throughout the faculty.
- (3) discouraging each faculty member from teaching more than 36 weighted teaching units per year. This agrees with the maximum (not optimum) workload suggested by the American Association of University Professors.

- (4) discouraging faculty from teaching more than six separate course-preparations during the academic year (unless the course content or teaching method traditionally requires little preparation).
- (5) discouraging more than one new preparation per quarter (unless the instructor is newly hired and then his preparations should be limited to as few as possible).
- (6) seeking ways to reduce workloads (without increasing the workloads of others) for those who are (a) introducing a new course or substantially revising an old course, (b) involved in developing other teaching procedures, (c) engaged in significant professional development activities.


THE CALIFORNIA STATE UNIVERSITY AND COLLEGES
Office of the Chancellor
5670 Wilshire Boulevard
Los Angeles, California 90036

Appointment of Persons Who Had Been Dismissed for
Cause, to Academic or Administrative Positions in
The California State University and Colleges
Executive Order No. 158

This Executive Order is issued, effective this date, pursuant to Section 42702, Subdivision (k) (3) of Title 5, California Administrative Code, and Sections 1 and 2 of Chapter III of the Standing Orders of the Board of Trustees.

1. By this Executive Order, the Chancellor assumes jurisdiction in any case in which it is proposed by a campus to appoint to an academic or administrative position, an individual who previously had been dismissed for cause, either from a position in The California State University and Colleges pursuant to Education Code 24306, or by any other institution of higher education. Such appointments may be made only pursuant to Paragraph Two of this Executive Order.
2. Any proposed appointment, as described in Paragraph One of this Executive Order, shall be submitted to the Office of the Chancellor, Office of Faculty and Staff Affairs, together with supporting documentation. The matter will be reviewed and a determination reached, following which the campus which submitted the proposed appointment will be advised.

Dated: September 25, 1972


Glenn S. Dumke, Chancellor

ACADEMIC SENATE
California Polytechnic State University
San Luis Obispo

April 10, 1973

ADVISORY COMMITTEE FOR THE LIBERAL STUDIES PROGRAM

- WHEREAS, The Academic Senate CPSU has a continuing concern in the implementation and development of the B. A. degree in Liberal Studies to meet the requirements of the Ryan Bill; and
- WHEREAS, There will be occasion to review the policies and curriculum as the program is implemented and projected for the years 1975-77; and
- WHEREAS, The nature of the curriculum (essentially inter-disciplinary or multi-subject and including basic courses beyond General Education in many departments and a number of schools) creates special university-wide concerns; therefore be it
- RESOLVED That the Academic Senate CPSU recommends to the President that an advisory committee be formed, including at least one representative of the Academic Senate, to work with the Chairman of the Department of Liberal Studies and the Dean of the School of Human Development and Education; and be it further
- RESOLVED That the Senate representative on the Advisory Committee shall make periodic reports to the Senate on the status of the Liberal Studies degree program; and be it further
- RESOLVED That the members of the Advisory Committee shall have terms of at least two or three years and that the terms shall be overlapping.

Memorandum

To : Barton Olsen, Chairman
Academic Senate

Date : April 18, 1973

File No.:

Copies :

From : Murray Smith, Chairman *Murray Smith*
Election Committee, Academic Senate

Subject: Election results

As the result of a ballot count held after the election on April 17, 1973 the Election Committee certifies that the following individuals were elected as shown:

Senator, Academic Senate California State University and Colleges

Barton Olsen

Senator, Academic Senate California Polytechnic State University

School of Agriculture and Natural Resources

Robert D. Hooks

Harry G. Markos

School of Architecture and Environmental Design

Ronald E. Batterson

Kenneth L. Haggard

Joseph M. Kourakis

School of Business and Social Sciences

Sara Behman

Olaf Isachsen

Joseph Weatherby (to serve a one-year term ending in 1974)

School of Communicative Arts and Humanities

Robert E. Burton

Keith Nielsen

Gerald J. Sullivan

School of Engineering and Technology

No candidate received a majority of the votes cast; a run-off election will be held in this school on Tuesday, April 24.

School of Human Development and Education

Lezlie Labbard
Harry Scales

School of Science and Mathematics

Robert Brown
James Delany
Dennis Homan
Max Wills

Professional Consultative Services

Lawrence J. Wolf
Nancy Jorgensen
Johanna B. Brown

Member and Alternate-Personnel Review Committee

School of Agriculture and Natural Resources

Roy M. Harris, Member
Duane O. Seaberg, Alternate

School of Engineering and Technology

Alfred Andreoli, Member
Jacob Sabto, Alternate

School of Science and Mathematics

Reino Hannula, Member
Dennis Homan, Alternate

Professional Consultative Services

Edward A. Wilk, Member
Michael L. Emmons, Alternate